



AGR VACANCY ANNOUNCEMENT



HUMAN RESOURCE/AGR OFFICE
NEW MEXICO NATIONAL GUARD
47 BATAAN BOULEVARD
SANTA FE, NM 87508

ANNOUNCEMENT NUMBER:
M-07-1033

OPENING DATE:
1 June 2007

CLOSING DATE:
29 June 2007

POSITION DESCRIPTION:

Supply Sergeant
(92Y30)

Minimum score of 92 in area CL

GRADE:

Maximum: E-6
Minimum: E-4

OPEN FOR FILL:

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STATE

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NATIONWIDE

UNIT OF ACTIVITY:

HHD 93d BDE Troop Command
47 Bataan Boulevard
Santa Fe, NM 87508-4695

TYPE OF POSITION

NMANG

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NMARNG

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MILITARY ASSIGNMENT:

Same as Unit of Activity, NMARNG

EVALUATION FACTORS USED:

APFT, Weigh-in, Interview, review of individual applications and board selection.

AREA OF CONSIDERATION: Open to all members of the New Mexico Army National Guard.

MOS QUALIFICATION REQUIREMENTS: Applicants must be MOS qualified.

NOTE: Technician personnel who are selected for AGR positions will be required to resign their technician position prior to appointment to the AGR position.

ELIGIBILITY: Anyone may apply for this position. If not currently in an AGR status, to qualify for appointment, individuals **MUST MEET ALL** initial eligibility requirements of AR 135-18 and NGR 600-5.

- Must be or become a member of the NMARNG prior to entering the AGR program.
- Must meet medical standards prescribed in Chapter 3 of AR 40-501. Physical must be accomplished at an active duty medical treatment facility or an ARNG medical unit, if current physical is older than 24 months. Must meet physical standards prescribed in AR 600-9. Normal color vision Physical profile of 222222.
- Must have sufficient time remaining on current enlistment to complete an initial three (3) year tour.
- Must not be receiving or eligible to receive Federal Retirement annuity or Military Retired Pay.
- Must not be a candidate for or holding an elected Civil Office or engaged in partisan political activities.
- Must not be under a current Suspension of Favorable Personnel Action (FLAG).
- Must not have resigned from the AGR program or other military service in lieu of adverse action.
- Must not have been separated from the AGR program or other military service for cause, unsuitable or unfitness.
- Individuals who were not selected for continuation in the AGR program are ineligible for selection.
- Applicants will be administered and must pass an **APFT and weigh-in** as part of the consideration process.
- Minimum score of 92 in area CL
- Must meet standards IAW DA PAM 611-21 and AR 600-9.
- All applicants must favorably pass screening of law violations prior to entering the AGR Program.
- If selected for the AGR Program, all bonuses paid within 6 months will be recouped.

DOCUMENTS REQUIRED FOR AGR APPLICATIONS: (Packets not containing all documents IAW guidance below will be returned without action.)

NOTE: DO NOT submit your application in binders or document protectors.

- a. NGB Form 34-1 (OCT 2002), Application for AGR position.
- b. DA Form 2-1; (Certified true copy-signed and reviewed within last 90 days)
- c. DA Photo (within last 12 months)
- d. Copy of current physical.(SF 88 and SF 93 or DA Form 2807 and DA Form 2808).
- e. Copy of Annual Medical Certificate DA Form 7349 (within 30 days)
- f. Copy of Temporary or Permanent Profile (DA Form 3349)
- g. Last five (5) NCOER or Specialist Promotion Assessment Worksheet (Attached)
- h. All DD Form(s) 214/DD 220 (all periods of active duty).
- i. NGB Form(s) 23b (RPAM statement current within last 90 days)
- j. DA Form 705 (within one year)
- k. Copy of AGONM 600-9-1 (within last six months).
- l. Copies of DA 5500-R (if applicable).
- m. Copy of current driver's license.

NOTE: You may include other supporting documentation or letters of recommendation.

ACCEPTANCE TIMELINE: Applications **MUST** be received in our office NLT 1600 hours on the Closing Date of the Announcement. We will date-stamp applications the same day of receipt.

NOTE: Applications cannot be sent via U.S. mail at government expense. Faxed applications will not be accepted.

EQUAL EMPLOYMENT OPPORTUNITY: HRO will screen applications without regard to race national origin, lawful affiliations, martial status, membership/non-membership in an employee organization, or to any handicap, which does not interfere with accomplishment of the position requirements.

DESCRIPTION OF DUTIES AND RESPONSIBILITIES:

Major Duties: The Unit supply specialist supervises or performs duties involving request, receipt, storage, issue accountability, and preservation of individual, organizational, installation, and expendable supplies and equipment. Duties are: Receives, inspects, inventories, loads, unloads, segregates stores, issues, delivers, and turn-in organization and installation supplies and equipment. Operates Unit level computer (ULC). Prepares all unit/organizational supply documents. Maintains automated supply system for accounting of organizational and installation supplies and equipment. Issues and receives small arms. Secures and controls weapons and ammunition in security areas. Schedules and performs preventive and organizational maintenance on weapons. Performs duties shown at preceding level of skill and provides technical guidance to lower grade personnel. Inspects completed work for accuracy and compliance with established procedures. Coordinates supply activities. Reviews and annotates changes to unit material condition status report. Post transactions to organizational and installation property books and supporting transaction files. Determines method of obtaining relief from responsibility for lost, damaged and destroyed supply items. Directs supply personnel in establishing supply and inventory control management functions. Maintains property under standard property books system (SPBS). Reviews daily and monthly records of issue of petroleum products and operating supplies. Provides technical assistance to equipment records and parts specialist. Assist and advises supply officer and commander. Performs other duties as assigned.

NOTE: INCOMPLETE PACKETS WILL NOT BE CONSIDERED

SPECIALIST PROMOTION ASSESSMENT WORKSHEET

(For use, see AGONM Pam 600-200. The proponent agency is NMAG-APA-MPM.)

Name _____ SSAN _____ CPMOS _____

Unit _____

Rater Assessment

(This area completed by soldier's first line leader)
(A hand written comment for each area is encouraged.)
(Place an "X" in the appropriate box for the area under consideration.)

Word Picture

4 Best	3 Strong	2 Solid	1 Qual	0 Poor
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Professional Attributes and Ethics

Bullet:

Initiative (Seeks challenges, Leadership Assignments, MOSQ)

Bullet:

Technical and Tactical Proficiency (MOSQ/Experience/CTT)

Bullet:

Military Appearance and Bearing

Bullet:

Leadership Potential – Set Example (Be, Know, Do)

Bullet:

Training – (Last Annual Training Performance)

Bullet:

Responsibility – (Drill Attendance)

Bullet:

Potential

Bullet:

Note: Bullet comments are mandatory for ratings of 0, 3, and 4.

Senior Rater Assessment

(This area completed by the Platoon Sergeant or First Sergeant.)
(A hand written comment for each area is encouraged.)
(Place an "X" in the appropriate box for the area under consideration.)

Word Picture

4 Best	3 Strong	2 Solid	1 Qual	0 Poor
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Overall Performance

Bullet:

Overall Potential

Bullet:

Print or Type Rater's Name then Sign & Date

Print or Type Senior Rater's Name then Sign & Date